



Department of
Employee Insurance

KENTUCKY EMPLOYEES' HEALTH PLAN
501 HIGH STREET, 2ND FLOOR
FRANKFORT, KENTUCKY 40601
WWW.KEHP.KY.GOV

KEHP MEMO 18-14

TO: KEHP ICs and HRGs
FROM: Department of Employee Insurance
RE: Open Enrollment Plan Year 2019
DATE: September 14, 2018

Please review this memo carefully as it contains several updates related to Open Enrollment. As mentioned in KEHP Memo 18-12, this is a Mandatory Enrollment and **ALL** members must enroll or waive coverage in health insurance. Open Enrollment starts on Monday, October 8 and ends at midnight on Friday, October 26.



Great news – for the first time, the Department of Employee Insurance is now offering optional Dental and Vision Insurance plans through Anthem. This is an employee payroll deducted benefit at no cost to the employer! Check out the online 2019 Benefits Selection Guide for more details.



Cross-reference members – all cross-reference members, except those cross-referenced with a KRS retiree, can now enroll online in KHRIS ESS.

- Open Enrollment Webinars – Webinars for Insurance Coordinators start on September 17. If you have not signed up, contact [Stephanie Lee](#). There are several options available to accommodate most schedules. We will also conduct Open Enrollment Webinars for members starting September 24.
- LivingWell Promise – All plans are now LivingWell Plans and require the LivingWell Promise...be sure to attend one of the upcoming Open Enrollment Webinars to learn more about the plan offerings and LivingWell Promise for PY 2019.
- New Hire Enrollment – Members hired between Sept. 1 and Nov. 1 **can** enroll through KHRIS ESS. If you enter the hiring action, the new hire will see both a 2018 new hire option and a 2019 Open Enrollment option. The new hire must use this process: first enroll for 2018 benefits; wait at least one day and then enroll using the Open Enrollment option.
- 2019 Benefits Selection Guide – The BSG is now available online at kehp.ky.gov. The hard copies will be shipped to your agencies starting September 24.

- Paper Applications – Strongly encourage your members to enter their enrollment online or attend a benefit fair for enrollment assistance. **Paper applications must be entered into KHRIS at the agency level.**
- Availability of Online Enrollment – Although KHRIS ESS online enrollment is open for benefit fairs, others can and may enroll before October 8; however, please know we are not advertising that ESS is open any sooner than October 8. **Customer service support for calls related to passwords, KHRIS User ID, Technical Support, etc., will not be answered until October 8 – the first day of OE – through October 26.**
- Benefit Fairs – Benefit Fairs start October 1. Please encourage your KEHP members to attend.
 - Enrollment kiosks at all locations
 - Vendors at all locations
- Qualifying Events – If a QE occurs between Open Enrollment and January 1, 2019, you **must** submit a 2018 Enrollment/Change Application and a 2019 Enrollment/Change Application.

Go to kehp.ky.gov for detailed Open Enrollment information.